

**NORTH BRANCH INDEPENDENT SCHOOL DISTRICT NO.
138 REGULAR SCHOOL BOARD MEETING
NORTH BRANCH AREA EDUCATION CENTER,
BOARDROOM August 14, 2025**

The School Board of Independent School District 138 met in regular session on Thursday, August 14, 2025, at 5:30 p.m. in the Boardroom at the North Branch Area Education Center.

Chair MacMillan called the meeting to order.

Roll Call: Sarah Grovender, Shelly Johnson, Jesse LaValla, Tim MacMillan, Heather Naegele (remote), Superintendent Paul, and Adam Trampe

Absent: None

Others in attendance: Angie Flor, Pakou Lee, Denise Martin, Steven Nelson, Rick Olseen, Pat Tepoorten, Todd Tetzlaff and David Treichel

Approval of Agenda:

Motion by Grovender, seconded by LaValla to approve the agenda.

Motion carried unanimously following a roll call vote.

Voted for: Johnson, MacMillan, Naegele, Trampe

Voted against: None

Abstained: None

Superintendent's Report

Superintendent Paul spotlighted North Branch Area High School junior Wyatt Helberg; the Night to Unite event sponsored by North Branch Area Community Education; summer Youth Connections; Concerts in the Park; and artwork at the ice rink's Warming House showcasing a 12-foot-tall Viking logo.

She also shared information about the district's search for Viking Support Stars in educational assistant roles; back-to-school messages that were sent district-wide; a political forum hosted by the Chisago County GOP, which was featured in the Chisago County Press; a Realtor Breakfast hosted at North Branch Area Public Schools; and the Mixed Couple Scramble, hosted by North Branch Girls Golf and scheduled for September 20, 2025.

Removal of Consent Items for Discussion: None

Consent Items:

Motion by Trampe, seconded by Grovender, to approve the consent items.

Motion carried unanimously following a roll call vote.

Voted for: Johnson, LaValla, MacMillan, Naegele

Voted against: None

Abstained: None

A. Minutes of July 10, 2025 Regular School Board Meeting

B. Authorization of Payments, Transfers, and Investment Activity

- Accounts Payable, Bank 07 – \$1,270,705.34
- Auxiliary, Bank 12 - \$5,559.00
- Payroll, Bank 13 - \$1,638,933.03
- Scholarship, Bank 18 - \$62,202.00
- High School Student Activities, Bank 31 - \$6,608.40
- Middle School Student Activities, Bank 32 - \$0.00

C. Personnel

1. Barbara Gray, retirement effective July 17, 2025, as Special Education Assistant at North Branch Area Middle School
2. Kevin Grote, retirement effective July 16, 2025, as Science Teacher at North Branch Area Middle School
3. Scarlett Eichler, resignation effective July 16, 2025, as Special Education Assistant at North Branch Area Education Center
4. Nichole Helquist, resignation effective August 18, 2025, as Assessment Support Secretary at North Branch Area Public Schools
5. Erik Lien, resignation effective July 3, 2025, as Social Studies Teacher at Norse Area Learning Center
6. Jenna Morris, resignation effective July 28, 2025, as Pre-Apprentice at North Branch Area Public Schools
7. Jessica M. Richter, resignation effective July 31, 2025, as Special Education Assistant at North Branch Area Middle School
8. Emily Xiong, resignation effective July 31, 2025, as Pre-Apprentice at

North Branch Area Public Schools

9. Holly McWilliams, leave request effective April 30, 2025 returning on May 27, 2025, as 6th Grade Teacher at North Branch Area Middle School
10. Holly McWilliams, leave request effective September 8, 2025 through October 31, 2025, as 6th Grade Teacher at North Branch Area Middle School
11. Ian McWilliams, leave request effective April 30, 2025 returning on May 27, 2025, as Intermittent Special Education Teacher at North Branch Area Middle School
12. Benjamin Paro, leave request effective approximately October 15, 2025 for six weeks, as Music Teacher at North Branch Area Middle School
13. Patrice Ramaley, position change effective July 21, 2025, from Special Education Assistant to School Age Care Senior Adult Assistant at North Branch Area Education Center
14. Paola Kessler, position change effective August 26, 2025, from Lunchroom/Playground Assistant at Sunrise River Elementary School to Lunchroom/Playground Assistant and School Age Care Adult Assistant at North Branch Area Education Center
15. Jean Romo, position change effective July 28, 2025, from Schoolkeeper to Custodian at North Branch Area Public Schools
16. Sarah Beckmann, MA+60, Step 15, beginning with the 2025-26 school year, as Counselor at North Branch Area High School
17. Simone Collins-Goodwin, BS+15, Step 2, one-year contract for the 2025-26 school year, as Tier 2 Medical Careers Teacher at North Branch Area High School
18. Jaide Ehalt, MEd, Step 2, beginning with the 2025-26 school year, as Elementary Teacher at North Branch Area Middle School
19. Samantha Hoffman, BS, Step 2, beginning with the 2025-26 school year, as Special Education Teacher at Sunrise River Elementary School
20. Cassandra Johnson, BS, Step 1, as Long Term Substitute for Rachel Mellem, effective August 25, 2025 through January 5, 2026, as 2nd Grade Teacher at Sunrise River Elementary School
21. Stefan Lund, MA+60, Step 5, one-year contract for the 2025-26 school

year, as Tier 2 License Social Studies Teacher at North Branch Area High School

22. Nicholas Pawlik, BS, Step 6, beginning with the 2025-26 school year, as Science Teacher at North Branch Area Middle School

23. Richard Red, MEd+45, Step 17, beginning with the 2025-26 school year, as Agriculture Teacher at Norse Area Learning Center

24. Nicolas Schlender, BA, Step 1, beginning with the 2025-26 school year, as Math Teacher at Norse Area Learning Center

25. Caleb Stiles, BA+15, Step 2, one-year contract for the 2025-26 school year, as Tier 2 License Social Studies Teacher at Norse Area Learning Center

26. Kendra Tlusty, MA+60, Step 17, beginning with the 2025 -26 school year, change from 0.5 FTE to 1.0 FTE, as Elementary Teacher at Sunrise River Elementary School

27. Brittany Bah Moulonda, employment effective March 24, 2025, as Schoolkeeper at North Branch Area Public Schools

28. Mark Lind, employment effective July 14, 2025, as Maintenance Specialist at North Branch Area Public Schools

29. 2025-26 Extracurricular Fall Coach Positions

a. Chad Johnson, Class 2, Step 10, as Head Coach for Boys Soccer

b. Josh Kopp Class 2, Step 8, as Head Coach for Girls Soccer

c. Justin Voss, Class 1, Step 8, as Head Coach for Football

d. Dan Johnson, Class 3, Step 10, as Assistant Coach for Football

e. Mason Niederkorn, Class 3, Step 9, as Assistant Coach for Football

f. Eli Erickson, Class 3, Step 2, as 0.5 FTE Assistant Coach for Football

g. Kyle Groh, Class 3, Step 4, as Assistant Coach for Football

h. Kyle Kahl, Class 3, Step 10, as Assistant Coach for Football

i. Ian McWilliams, Class 3, Step 10, as Assistant Coach for Football

j. Drew Van Eerden, Class 3, Step 2, as Assistant Coach for Football

- k. Mike Selbitschka, Class 1, Step 10, as Head Coach for Volleyball
- l. Everett Appleby, Class 3, Step 1, as Assistant Coach for Volleyball
- m. Megan Carlson, Class 3, Step 2, as Assistant Coach for Volleyball
- n. Tammi Minke, Class 3, Step 10, as Assistant Coach for Volleyball
- o. Jim Van Eerden, Class 6, Step 10, as Coach for Middle School Volleyball
- p. Norm Nagel, Class 2, Step 7, as Head Coach for Cross Country
- q. Natalie Bristol, Class 4, Step 2, as Assistant Coach for Cross Country
- r. Joel Santjer, Class 3, Step 10, as Head Coach for Girls Tennis
- s. Kathy Crudo, Class 5, Step 6, as Assistant Coach for Girls Tennis
- t. Chad Carlson, Class 9, Step 10, as Fitness Center Supervisor
- u. Norm Nagel, Class 9, Step 10, as Fitness Center Supervisor
- v. Ross Otto as Volunteer Coach for Boys Soccer
- w. Nick Schlender as Volunteer Coach for Football
- x. Larry Davidson as Volunteer Coach for Girls Tennis
- y. Bryant Meyer as Volunteer Coach for Girls Tennis
- z. John Paul Rossini as Volunteer Coach for Girls Tennis
- aa. Andy Spofford as Volunteer Coach for Girls Tennis
- bb. Steve Dickhudt as Volunteer Coach for Volleyball
- cc. Steve Dickhudt as Volunteer Coach for Volleyball

D. Tenure of the Following Teacher

- 1. Amanda Tessmer - High School Counselor - North Branch Area High School

E. Acceptance of Donations

DATE	DONATION FROM	DONATION TO	AMOUNT	USE
7/10/25	Edelstein Family Foundation, c/o Victoria Keller, 1034 Portland Ave, Minneapolis, MN 55404	NBHS Scholarship A/C	\$60,702.00	Scholarship Donation
7/10/25	VFW Post 6424, PO Box 373, North Branch, MN 55056-0373	NBHS Athletics	\$100.00	FRC Robotics Program Donation
7/14/25	Anonymous	Sunrise River Elem.	\$64.00	Fun Run Donation
7/18/25	Cyber Grants/US Bank (Matching Gift-D. Cash)	Sunrise River Elem.	\$64.00	Fun Run Donation
7/25/25	East Central Energy, PO Box 39, Braham, MN 55006-0039	Community Ed	\$100.00	E-Sports Donation
			\$61,030.00	
JUL	Fleet Farm, 2324 3rd Ave NE, Cambridge, MN 55008	NBHS		*Donated 3 Trailer Tires, 100 Valve Stems & Remover to the Auto Shop Class

Open Mic

Rick Olseen commented on bids for garbage hauling

Old Business

A. Approval of Acceptance of Summary of Bids for Garbage Hauling for the 2025-26 school year

Motion by Trampe, seconded by Grovender, to approve the acceptance of the summary of bids for garbage hauling for the 2025–26 school year.

Motion carried unanimously following a roll call vote.

Voted for: Johnson, LaValla, MacMillan, Naegele

Voted against: None

Abstained: None

New Business

A. Approval of a Single Reading of Policy 496 NB – Teacher Substitute Pay

On behalf of the Policy Committee, Todd Tetzlaff proposed an amendment to the language in the policy, changing “Any retired teacher who worked at North Branch Area Public Schools will receive the following” to “Any retired teacher will receive the following.”

Motion by Trampe, seconded by Grovender, to approve the amended language and remove the dependent clause as stated.

Motion carried unanimously following a roll call vote.

Voted for: Johnson, LaValla, MacMillan

Voted against: None

Abstained: Naegele

B. Approval of the 2025-2026 Activities Workers Rates of Pay

Motion by Grovender, seconded by LaValla, to approve the 2025–2026 Activities Workers Rates of Pay.

Motion carried unanimously following a roll call vote.

Voted for: Johnson, MacMillan, Naegele, Trampe

Voted against: None

Abstained: None

Addendum

None

Information

None

Board Requests

- A. Member Trampe made a request to the high school administration regarding high school schedules and communication. Superintendent Paul will follow up with member Trampe.

Committee Reports

- A. Member Grovender reported on SCRED
- B. Member LaValla reported on Community Education

Dates to Remember

- A. August 26, 2025 at 4:30 PM - Custodian Negotiations Session, North Branch Area Education Center, DO Conference Room B122
- B. August 26, 2025 at 4:00 PM - Negotiations Committee Meeting, North Branch Area Education Center
- C. August 28, 2025 at 5:30 PM – School Board Work Session, North Branch Area Education Center, Board Room, Room C120
- D. September 11, 2025 at 4:30 PM – Policy Committee Meeting, North Branch Education Center, DO Conference Room B122
- E. September 11, 2025 at 5:30 PM – Regular School Board Meeting, North Branch Area Education Center, Board Room, Room C120

Adjournment

Motion by Grovender, seconded by LaValla, to adjourn the regular meeting at 6:02 PM.

Motion carried unanimously following a roll call vote.

Voted for: Johnson, MacMillan, Naegele, Trampe

Voted against: None

Abstained: None

Heather Naegele, Clerk